

**Report for:** Pensions Committee and Board – 13 July 2023

**Item number:**

**Title:** Pensions Administration Update

**Report**

**authorised by:** Josephine Lyseight, Assistant Director of Finance (Deputy Section 151 Officer)

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**Ward(s) affected:** N/A

**Report for Key/**

**Non Key Decision:** Not applicable

## **1. Describe the issue under consideration**

- 1.1. This report provides the Pensions Committee and Board (PCB) with the following updates regarding Pension Fund's administration activities:
- a. Pension Fund membership update
  - b. Online Member Self Service portal update
  - c. Update on the Pensions Dashboard Programme
  - d. Approval of new admission agreements

## **2. Cabinet Member Introduction**

- 2.1. Not applicable

## **3. Recommendations**

The Pensions Committee and Board is recommended:

- 3.1. To note this report and the information provided regarding the Pension Fund's administration activities.
- 3.2. To note and approve the admission of the entities listed in section 6.14 of this report, as new employers participating in the Haringey Local Government Pension Scheme.

## **4. Reason for Decision**

- 4.1. According to the Local Government Pension Scheme (LGPS) Regulations 2013, an employer can participate in the LGPS under an admission agreement if the employer is established following the transfer of service or is established based on a community of interest arrangement.

- 4.2. Haringey Council, in its role as Administering Authority and Scheme Employer for the Haringey LGPS, has the authority to agree to the admission of bodies into the pension scheme.
- 4.3. The Council has delegated the responsibility to exercise all the Council's functions as the Pension Fund's Administering Authority to the Pensions Committee and Board.

## 5. Other options considered

- 5.1. Not applicable.

## 6. Background information

### Membership Update

- 6.1. Employees working for an employer that participates in the Local Government Pension Scheme (LGPS) are eligible for membership in the scheme. Membership in the LGPS is voluntary, and members are free to choose whether to continue participating in the scheme or to make personal arrangements outside of it.
- 6.2. The table below provides a breakdown of Haringey Pension Fund's membership on 31 March 2023.

Member status	30 Jun 22	30 Sep 22	31 Dec 22	31 Mar 23
Active members	6,308	6,301	6,271	6,350
Pensioner members	8,426	8,420	8,578	8,633
Deferred members	10,727	10,660	10,509	11,194
<b>Total scheme members</b>	<b>25,461</b>	<b>25,381</b>	<b>25,358</b>	<b>26,177</b>

### Online Member Self Service Portal Update

- 6.3. The Member Self Service portal is a pension scheme website that members can register an account with to view/edit their personal information as well as running their own retirement estimates.
- 6.4. The table below provides a breakdown of the number of active members registered for the Haringey Pension Fund's Member Self Service as at 31 March 2023.

Member Self Service	30 Sep 22	31 Dec 22	31 Mar 23
Total active members	6,301	6,271	6,350
Total active member registrations on MSS	953	1,028	1,057
<b>Proportion of registered active members</b>	<b>15.12%</b>	<b>16.39%</b>	<b>16.65%</b>

- 6.5. The table on the following page provides a breakdown of the number of members who have accessed the Member Self Service portal over the past 7 days, 30 days, 2 months, and 3 months periods. This table is provided for information purposes only. Officers cannot actively influence the frequency of members accessing the MSS, as individuals will often have different reasons for requiring access to their pensions information.

Period last accessed	No. of Members
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Last 7 days	27
Last 30 days	95
Last 2 months	60
Last 3 months	77

### **Pensions Dashboards Programme (PDP)**

- 6.6. The PDP is a government backed initiative to give individuals more oversight on their pension savings pots and to better plan for retirement. Pension funds will be required to ensure that all data held for members is complete and accurate so that when members make requests for information it is matched to a record held by the pension fund.
- 6.7. The PDP is an online service intended to enable individuals to access all their pension information securely and in one place. Dashboard will provide clear and simple information about an individual's multiple pension savings, including their State Pension.
- 6.8. On the 8<sup>th</sup> June 2023, the Department for Work and Pensions (DWP) issued a written ministerial statement providing an update on the connection deadline for pensions dashboards. The connection deadline is the latest date that a pension scheme must have their data and systems in a suitable condition to be able to connect to the Pensions Dashboards.
- 6.9. The statement outlined the amended regulations which set out a new approach to delivery. The new approach removes the entire staging timeline from legislation and will instead set this out in guidance which will provide pension schemes with greater flexibility. When approved by Parliament, the previous staging timeline set out in legislation will be replaced with a single connection deadline of 31 October 2026.
- 6.10. In addition to this, the statement explained that the "Dashboards Available Point" – the point at which dashboards will be accessible to the public – will differ from the connection deadline which is the date when the Pension Fund is required to have its data available to members. The Dashboards Available Point could potentially come into effect earlier than the connection deadline. If the Pensions Dashboard goes live prior to the Pension Fund being connected, then it could generate an increase in queries to the pensions team as members would expect to see their Haringey pension benefits on the dashboards, but it won't be visible until Haringey Pension Fund connects to the system.
- 6.11. Schemes have been advised that, despite the delay in the connection deadline, they should still be actively preparing for their dashboard staging date. The Pensions team is currently working on cleansing the data held on the pensions administration system to ensure that member records are ready for connection.

### **Approval of new admission agreements**

6.12. An admission agreement is a way for an external service provider to join the Local Government Pension Scheme (LGPS). This usually happens when a service provider take overs a service that was previously provided by the Council, and is therefore required to offer the LGPS to existing employees.

6.13. The Pension Fund has a policy to put in place a guarantee bond for certain employers to protect the Fund against any unpaid liabilities that may arise from the contractor's admission. The entities included in this report will have this arrangement in place.

6.14. The table below lists the entities that have been awarded contracts to provide services to the relevant schools.

Admission Body	Service Contracts
Cleantec Services Ltd	Cleaning services for Stroud Green Primary
Birkin Cleaning Services Ltd	Cleaning services for Hornsey School for Girls
Olive Dining Ltd	Catering services for St Mary's Priory Catholic Infant and Junior School, Tetherdown Primary School and Devonshire Hill Nursery & Primary School
Aspen-Services Limited	Catering services for Academies Enterprise Trust (Trinity Primary)

**7. Contribution to Strategic Outcomes**

7.1. Not applicable

**8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)**

Finance and Procurement

8.1. Not applicable.

Head of Legal and Governance (Monitoring Officer)

8.2. The Head of Legal and Governance (Monitoring Officer) has been consulted on the content of this report.

8.3. The report seeks authority to admit a number of employers as admitted body to the Haringey Pension Fund. A person is eligible to be an active member of the Scheme in an employment if employed by an admission body and is designated, or belongs to a class of employees that is designated by the body under the terms of an admission agreement, as being eligible for membership of the Scheme.

8.4. The entities listed in section 6.14 of this reports are bodies that are providing or will provide a service or assets in connection with the exercise of a function of a Scheme employer as a result of the transfer of service or assets by means of a contract or other arrangement. These entities have entered into service contracts to provide cleaning or catering services on behalf of the schools participating in Haringey LGPS, and the administering authority may enter into the Admission Agreements pursuant to Schedule 2 of The Local Government Pension Scheme Regulations 2013.

8.5. There will need to be an admission agreement for each service contract.

Equalities



8.6. The Local Government Pension Scheme is a defined benefit open scheme enabling all employees of the Council to participate. There are no impacts in terms of equalities issues arising from the contents of this report.

## **9. Use of Appendices**

9.1. None

## **10. Local Government (Access to Information) Act 1985**

10.1. Not applicable.